

[Your Name]
[Your Address]
[City, State, Zip Code]
[Your Account Number]

[Date]

[Debt Collector Name]
[Debt Collector Address]
[City, State, Zip Code]

RE: Confirmation of Ceased Collection Pending Debt Verification

Dear [Contact Person or Collections Department],

I am writing to formally acknowledge your receipt of my request for debt verification regarding account [Account Number], dated [Date of original dispute letter].

Pursuant to the Fair Debt Collection Practices Act (FDCPA), specifically 15 U.S.C. § 1692g(b), I am writing to confirm that all collection activities must cease immediately until you provide the required verification of the debt. This includes, but is not limited to, phone calls, letters, and reporting this information to credit bureaus.

I expect to receive the following documentation before any further payment demands are made:

- Proof that you are authorized to collect this debt.
- The name and address of the original creditor.
- A complete statement of account, including the original balance and any added interest or fees.
- A copy of the original signed contract or agreement.

Please confirm in writing that you have placed this account in a "disputed" status and have paused all collection efforts pending the delivery of the requested verification.

Sincerely,

[Your Signature]

[Your Printed Name]